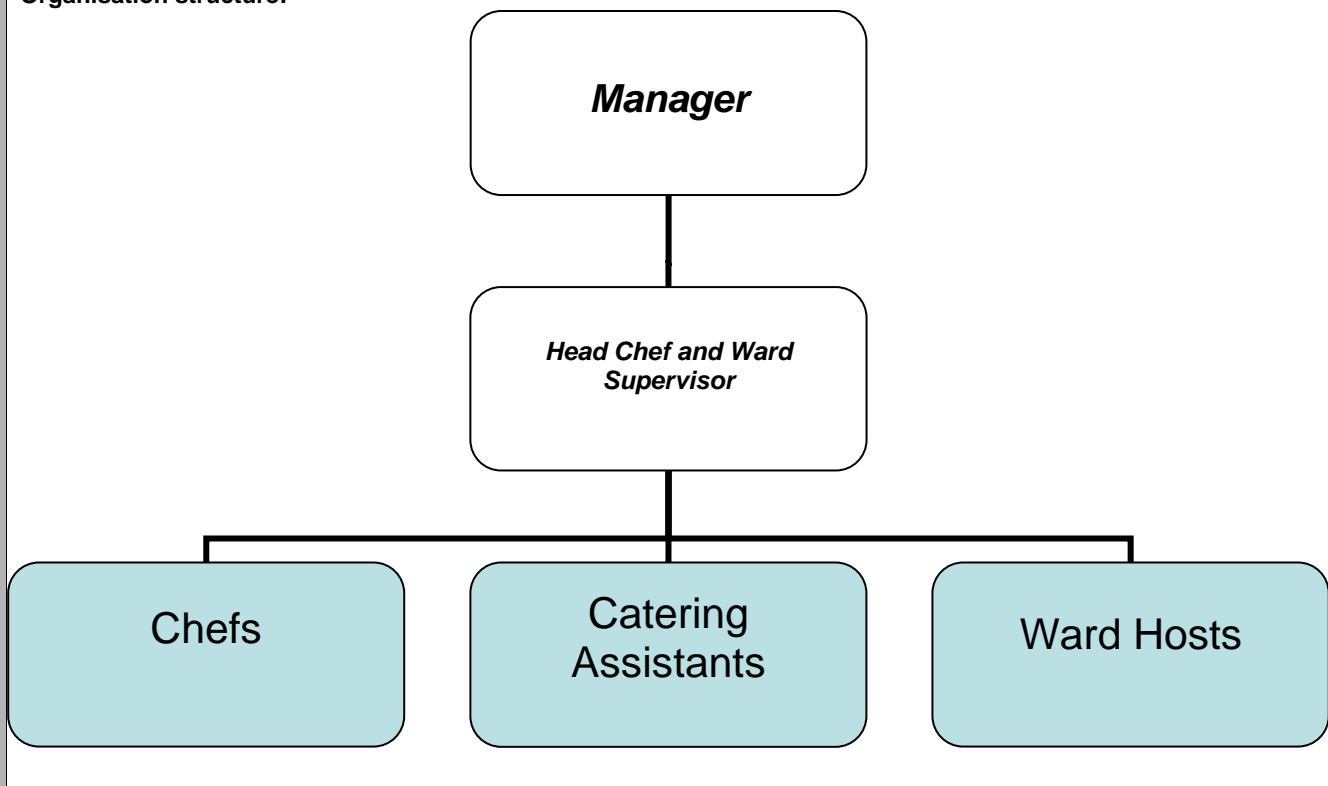


<b>Position Title</b>	Chef
<b>Generic Job Title</b>	Chef
<b>Team Band</b>	N/A
<b>Reports to</b>	Manager

<b>Department</b>	Catering
<b>Segment</b>	Healthcare
<b>Location</b>	Derby
<b>Office / Unit name</b>	Nuffield Derby

#### Organisation structure:



#### Job Purpose

To deliver a high-quality service to patients and staff 365 days a year. To ensure food is delivered in a clean safe environment ensuring all areas of safeguard, EHO and Nuffield policies are adread too.

#### Accountabilities or "What you have to do"

- Follow all company health and safety and food safety training given to you.
- To ensure a prompt delivery of all services in line with the companies and clients standards

- To ensure that methods of preparation and presentation comply with company policy and within budgetary costs
- To ensure all areas are clean and tidy as far as reasonably practicable but especially at the end of shift.
- Attend work in line with company's person hygiene policy, with a clean intact uniform.
- Comply with any reasonable requests by your line manager(s) or by Nuffield in the required time frame
- To ensure unit stores and other potential areas of loss are always secured according to instructions laid down by management
- To assist in any special functions that may occur outside working hours
- To report any customer complaints or compliments and take some remedial action as soon as possible
- To report any incidents of accident, fire, theft, loss, damage, unfit food, or other irregularities and to take appropriate action
- To serve food on the counter in the restaurant and to operate the till. You will also be required to work on the ward covering ward duties when required after training.
- To attend meetings and training courses as necessary
- To provide cover during periods of absence and sickness
- Complete all HACCP paperwork associated with the role, ie. Cleaning schedules, and temperature checks.
- Maintain a clean and tidy kitchen

**Key Performance Indicators (KPIs) or "What it will look like when you are doing the job well"**

- To achieve a PSS rating above the agreed 93%
- Pass the STS Nuffield Audit (pass rate 86%)
- Acquire a 5-star EHO audit
- Acquire a green safeguard result
- Complete tasks in a timely manner
- Have a great attendance and time keeping record
- Complete all aspects of work given to the required company standard

**Knowledge, skills and experience**

***Essential***

- Punctual and good attendance
- Willingness to learn
- Good listener
- Ability to follow written or verbal task quickly and efficiently

***Desirable***

**Contextual or other information**

Version		Date	21/9/16
Document owner	Josie Heanue Business Manager		